



You are invited to attend the. . .

Municipal Boundary Map Workshop

Hosted by the Kent County Department of Planning Services
and the Delaware Office of State Planning Coordination

May 15th, 2013

9:00am to 11:15am

Kent County Administration Building

Room 220

555 Bay Road

Dover, DE

Twelve of the twenty municipalities in Kent County contain language in their charters requiring them to create official maps of their town boundaries and then record those maps at the Kent County Recorder of Deeds. Regardless of whether or not your town is one of them, you are invited to attend this workshop on municipal boundary maps. At this workshop we will discuss:

- The legal framework of the town charter language common to 12 Kent municipalities
- Standards for creating official boundary maps
- The development of “standard operating procedures” for preparing and recording maps at the Kent County Recorder of Deeds
- Even if your charter does not require it, why it might be beneficial to record your boundaries

You won’t want to miss this opportunity to be a part of this conversation about your official boundary map! We need to hear from you in order to create standard operating procedures that work for everyone.

Towns are strongly encouraged to invite their Town Solicitors to attend as well.

Sample Charter language. What does your Charter say?

Section 2. Metes and Bounds

The boundaries of the Town of _____ are hereby established and declared as recorded on the official map of record in the Recorder of Deeds Office for Kent County of the State of Delaware as presently existing and as hereinafter amended.